STATE OF TEXAS	§
COUNTIES OF POTTER AND RANDALL	§ §
CITY OF AMARILLO	§

On July 11, 2012, the Comprehensive Plan Implementation Advisory Committee met in a scheduled session at 12:00 P.M. in Room 306 on the third floor of City Hall, 509 East 7th Avenue, Amarillo, Texas, with the following members present:

VOTING MEMBERS	PRESENT	NO. MEETINGS HELD	NO. MEETINGS ATTENDED
Bill Chudej	Yes	12	6
Leon Church	No	12	10
Bob Juba, Chair	Yes	12	8
Wes Knapp	Yes	12	11
Don Sanders, Vice Chair	Yes	12	12
Eddie Scott	No	12	8
Howard Smith	No	12	11
Dana Walton	Yes	12	8
Milford Burrell	Yes	9	9

CITY STAFF: OTHERS IN ATTENDANCE:

Kelley Shaw, Planning Director Alan Abraham, LWV

Kathleen Collins, Planner II

Karen Welch, Amarillo Globe News
Amy Taylor Restine, Homeowner

Chairman Bob Juba opened the meeting, established a quorum, and conducted the consideration of the following items beginning with ITEM 1.

## ITEM 1: Approve the minutes of the Committee's June 13, 2012 meeting

Mr. Juba asked if there were any questions on the previous meeting's minutes. Hearing none, Ms. Dana Walton made a motion to approve the June 13<sup>th</sup> minutes, with Mr. Milford Burrell seconding the motion, and the minutes were unanimously approved.

## ITEM 2: Discuss Development Review Policy Action/Workplan

Mr. Juba asked Mr. Shaw to discuss the development review policy action/workplan. Mr. Shaw stated that Staff is creating a chart identifying one-year and three-year action plans to facilitate updating ordinances. Mr. Shaw mentioned that Kendig Keast reviewed and recommended updating the City's Zoning and Subdivision regulations. Two strategies were suggested to accomplish this: 1) create a unified development ordinance containing all aspects of development or 2) update ordinances with a phased approach. With City staff's available time and resources, the phased approach was recommended.

Mr. Shaw acknowledged that several primary City Departments aid in the current internal development review process. He mentioned that Staff is working to define and prioritize tasks in an effort to streamline the review process.

Mr. Shaw point out that once the primary development ordinances are updated, staff can look more closely at creating a unified development ordinance. Several private developers have suggested the City hire an ombudsman to answer development related questions.

## ITEM 3: Discuss City of Amarillo's Internal Development Review Committee

Mr. Shaw identified the internal review committee as:

Planning

- Public Works
  - **Building Safety**
- Utilities
- Engineering

- Parks & Recreation

- Fire Prevention
- **TxDOT**

Atmos

- Xcel
- Suddenlink

Staff from these departments will present ordinance modifications to this Committee. Mr. Shaw requested comments from each department and the comments were distributed during the meeting. Mr. Juba requested a list of representatives from the department listed.

## ITEM 4: Discuss formation of a Development Stakeholder Group

Mr. Shaw mentioned Staff looks forward to including the private development community in shaping the City's review policies and procedures thru local public meetings. Business individual who may contribute constructive feedback to these policies include:

- Residential Developers
- Local Bank-Finance
- Real estate brokers
- Surveyors

- Commercial Developers
- Architects
- Environmental personnel
- Builders

- Engineers
- Landscape Architects
- Attorneys
- Pedestrian-friendly personnel

Mr. Burrell requested the open meetings be held during evening hours. Mr. Shaw confirmed the meetings would be after office hours. He further mentioned the stakeholder group would not be allowed to vote on any type of policy changes.

ITEM 5: Public Forum: Comments from interested citizens on matters directly pertaining to City policies, programs or services

Mr. Juba asked for public comments. Hearing none, the meeting was adjourned.

Kelley Shaw Planning Director